

**State of Alaska Department of Health and Social Services  
Division of Public Health  
Section of Rural and Community Health Systems, Office of Health Care Access**

**Guidelines and Resources for Conrad 30 Waiver Program<sup>i</sup>**

**What is the Conrad 30 Waiver Program and J-1 Visa Conrad 30 “Flex 10” Program?**

The [J-1 Visa Conrad 30 Waiver program](#) enables a state health department to find that it is in the public interest for a foreign medical graduate to be hired for a hard-to-fill position that provides care to an underserved population in its state. Up to 30 J-1 physicians are allowed in each state per year under the Conrad 30 Waiver Program.

The J-1 Visa Conrad 30 “Flex 10” option enables a state health department to hire up to ten J-1 physicians annually to work in each state in a medical facility that is not physically located in a health professional shortage area (HPSA) or Medically Underserved Area/Population (MUA/P) but that serves residents from shortage areas.

**Who is eligible for the J-1 Visa Conrad 30 Waiver Program?**

International Medical Graduates come to the United States for graduate medical training on J-1 visas sponsored by the Educational Commission for Foreign Medical Graduates. J-1 physicians are required to return to their home countries for two years before seeking permanent U.S. residency. If a J-1 physician wishes to remain in the United States, he or she has the option of applying for a J-1 Visa Waiver, which enables the physician to remain in the United States and serve in health care shortage areas or populations for a period of three years while seeking a visa or permanent residency.<sup>ii</sup>

**Why does a J-1 Visa waiver application have to be submitted to the State of Alaska Department of Health and Social Services?**

As a public health official representing the State of Alaska Department of Health and Social Services, the Director of the Division of Public Health or designee must review each J-1 waiver application and, if approved, prepare a letter stating that it is in the public interest for the physician (J-1 visa holder) to remain in the United States and be granted a waiver of Section 212 (e) of the INA. Once approved, the complete application is sent by the State of Alaska Director of Public Health directly to the U.S. Department of State. The U.S. Department of State then reviews the waiver application and recommends to the U.S. Citizenship and Immigration Service whether the waiver request should be approved or disapproved.

**What materials need to be prepared by the J-1 physician and the hiring medical facility for submission to the Alaska Department of Health and Social Services, Division of Public Health, Section of Rural and Community Health Systems Office of Healthcare Access?**

A checklist of materials that are to be prepared by the physician (J-1 visa holder) and the medical facility is below.

**Do not staple any documents.**

**Copy on one side only.**

**Use 8 ½ x 11 white paper.**

**Keep a copy of documents for your own records.**

- Evidence that the facility is located in or designated as a Health Professional Shortage Area (HPSA) or a Medically Underserved Area (MUA). Alternatively, for the Flex 10 option, submit evidence that a significant amount of care provided by the J-1 physician will be for people residing in a HPSA or MUA. Evidence may include documentation from the HRSA Shortage Designation Branch.
- A statement signed by the head of the facility at which the J-1 visa holder will be employed stating that the facility: (1) is located in or designated as a HPSA or MUA, or, for the Flex 10 option, that a significant amount of care provided by the facility is for people residing in a designated HPSA or MUA; and (2) provides medical care to both Medicare and Medicaid eligible patients, and indigent uninsured patients. The statement should also include the Federal Information Processing Standards (FIPS) county code and census tract or block numbering area number (assigned by the Bureau of Census) or the 9-digit zip code of the area where the facility is located.
- Evidence by the medical facility that unsuccessful efforts were made to recruit an American physician for the position (medical journal advertisements; labor certification or language in cover letter stating efforts to recruit an American physician have been unsuccessful).
- A signed contract for no less than 40 hours a week for three years between the facility and the physician, with signatures of physician (J-1 visa holder) and the head of the facility.
- Data sheet (form by Waiver Review Division) for physician (J-1 visa holder).
- Copy of all DS-2019 forms (replaces Form IAP-66).
- Copy of most recent I-94 card.
- Curriculum vitae of physician (J-1 visa holder).
- “No objection” statement from the physician’s (J-1 visa holder) government in cases in which foreign government funding is involved.
- Form G-28 or letter from a law office if applicant has an attorney.

- A statement by the J-1 physician as follows: “I, [Name of J-1 visa holder] hereby declare and certify, under penalty of provisions of 18 USC.1101, that: (1) I have sought or obtained the cooperation of [enter name of U.S. Government agency which is submitting a request on behalf of the exchange visitor to obtain a waiver of the two-year home residence requirement]; and (2) I do not now have pending nor will I submit during the pendency of this request, another request to any U.S. Government department or agency or any equivalent, to act on my behalf in any matter relating to a waiver of my two-year home residence requirement. Statement must be signed and dated.
- A statement from physician (J-1 visa holder) agreeing to begin employment at the facility within 90 days of receiving a waiver and work authorization.
- A statement from the physician (J-1 visa holder) regarding reasons for not wishing to fulfill the two year country residence requirement to which you accepted exchange visitor status.
- Evidence of medical licensure of physician (J-1 visa holder) in the state of Alaska or proof that the medical license application has been initiated.
- A statement by director of hiring facility and physician (J-1 visa holder) indicating that if a waiver is awarded, the facility & physician (J-1 visa holder) will submit a letter to the Alaska J-1 Visa Coordinator every six months indicating continuous full-time employment of physician (J-1 visa holder).

**Where do I mail the J1 Visa Waiver Application?**

Mail all the required documents to the following address:

State of Alaska Department of Health and Social Services  
 Division of Public Health  
 Section of Rural and Community Health Systems  
 Office of Health Care Access  
 P.O. Box 110610  
 Juneau, AK 99811-0610

For non-mail express delivery services use:

350 Main Street, Suite 530  
 Juneau, AK 99801

**Materials to be prepared by the Division of Public Health:**

- a. After review of above materials, and if he or she concurs it is in the public interest to grant a waiver, the Director of the Division of Public Health or designee (as the official designated by the state governor) will prepare a letter which states that it is in the public interest for the physician (J-1 visa holder) to remain in the United States and be granted a waiver of section 212 (e) of the INA. The letter will include the following:
  - Name of physician (J-1 visa holder)
  - Country of last legal permanent residence
  - Name and address of medical facility
  - Health Professional Shortage Area (HPSA) ID number if applicable
  - Number of J-1 visa waiver applications in Alaska for current calendar year
- b. The Director of the Division of Public Health will submit his or her letter along with all materials sent to him or her by the facility and physician (J-1 visa holder) materials to:

U.S. Department of State  
Waiver Review Division  
CA/VO/DO/W  
SA-17, 11th Floor  
Washington, DC 20522-1711

**How do I find a list of J-1 eligible sites in Alaska if I am seeking a placement to work as a physician?**

Please note that our office does not maintain a list of J-1 eligible sites. Site eligibility depends on location in a Health Professional Shortage Area or Medically Underserved Area. This encompasses numerous sites throughout Alaska. An exception is the "Flex 10" option explained below.

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<sup>i</sup> Updated November 15, 2018

<sup>ii</sup> See [Public Law 108-441; US Department of State](#)